

**NORTH CEDAR IMPROVEMENT DISTRICT  
MINUTES OF THE 10 August 2017  
REGULAR BOARD OF TRUSTEES PUBLIC MEETING at 7 PM**

**TRUSTEES PRESENT**

**REGRETS** Trustee Thomson  
Trustee Dives Chairperson  
Trustee Rosata-Taylor  
Trustee Dagg  
Trustee Lingstrom  
Trustee Parfitt  
Trustee Hyne

**STAFF:** W Michael Bolch, CAO Percy Tipping, Fire Chief

**1. CALL TO ORDER** by trustee Dives at 7:00 PM

**2. APPROVAL OF AGENDA**

**17.215 MOVED** by Trustee Parfitt **SECONDED** by Trustee Thomson  
To approve this agenda as presented. **CARRIED**

**3. DELEGATIONS**

**4. ADOPTION OF MINUTES**

**17.216 MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
To approve the revised minutes of the 13 July 2017 Regular Board  
of Trustees Public Meeting as amended **CARRIED**

**17.217 MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom  
That the minutes of the Committee of the Whole meeting held on July  
27<sup>th</sup>, 2017, be adopted as presented. **CARRIED**

(i) Business Arising from the Minutes –na.

(ii) List of Committee of the Whole meeting Motions

**17.218 MOVED** by Trustee Hyne **SECONDED** by Trustee Thomson That the  
board have Associated Engineering proceed with Phase one of the  
NCID treatment facility at 1723 Cedar Road immediately at the cost  
of \$95,062, to be completed and presented to the NCID board in  
October 2017. **CARRIED**

**5. STAFF REPORTS**

(A) FIRE PROTECTION AND STREET LIGHTING

(i) Chiefs Report

**17.219 MOVED** by Trustee Thomson **SECONDED** by Trustee Dives  
To receive and file the Fire Chiefs report as presented. **CARRIED**

(B) ADMINISTRATION

**17.220 MOVED** by Trustee Hyne **SECONDED** by Trustee Parfitt  
To receive and file the Treasurers report as presented **CARRIED**

(C). WATERWORKS

(i) Island Flow Control Waterworks Report

**17.221 MOVED** by Trustee Thomson **SECONDED** by Trustee Dives  
To receive and file the IFC waterworks report as presented. **CARRIED**

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(ii) STAFF REPORT

Progress Report

**17.222** **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives  
To receive this Progress Report as information. **CARRIED**

**6. COMMITTEE/PORTFOLIO REPORTS** na

**7. BYLAWS, POLICIES AND RESOLUTIONS**

(A) BYLAWS

(i) Bylaw number 465

That bylaw 465 received first and second reading at Committee of the Whole

That bylaw 465 received 3<sup>rd</sup> and final reading at Committee of the Whole and was carried.

**17.231** **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
That The Board of Trustees receive and Pass 1<sup>st</sup> and  
Second Reading of Bylaw 465 as presented **CARRIED**

**17.232** **MOVED** by Trustee Thomson **SECONDED** by Trustee Dagg  
That The Board of Trustees receive and Pass 3<sup>rd</sup> and final  
Reading of Bylaw 465 as presented. **CARRIED**

(ii) Bylaw number 466.

That Bylaw 466 receive first and second reading

**17.223** **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom  
That The Board of Trustees receive and Pass 1<sup>st</sup> and  
Second Reading of Bylaw 466 as presented **CARRIED**

**17.224** **MOVED** by Trustee Thomson **SECONDED** by Trustee Lingstrom  
That The Board of Trustees receive and Pass 3<sup>rd</sup> and final  
Reading of Bylaw 466 as presented. **CARRIED**

(B) POLICIES na

(C) RESOLUTIONS na

**8. CORRESPONDENCE/CONSULTANT REPORTS**

(A) Associated Engineering – Monthly Report

**17.225** **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives  
To receive and file the Associated Engineering’s July 2017  
Monthly Report as presented **CARRIED**

(B). Associated Engineering \_ Contract to Design the NCID water treatment  
plant at 1723 Cedar Road. as: APPENDIX A WORK ORDER

**17.226** **MOVED** by Trustee Thomson **SECONDED** by Trustee Dives  
That the NCID enter into a contract with Associated Engineering for the  
purpose of Designing the new NCID treatment plant mandated by Island  
Health, and that Associated Engineering work to complete this design and  
present it to the board in October 2017 at a cost of \$95,062, and that funds  
come from the Water Renewals Fund. **CARRIED**

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**9. GW SOLUTIONS PROPOSAL** (late submission).

Trustee Hyne wanted to reiterate that Regional District of Nanaimo Area A director wants the NCID to reconsider looking for an alternate water source to that of 1723 Cedar road.

Trustee Dives emphasized the NCID will NOT be looking at any other/alternate water sources for the NCID system.

Trustee Thomson stressed that the NCID has to continue moving forward with the approved Island Health plan.

Trustee Lingstrom concurred with the need to move forward.

**10. QUESTION AND ANSWER PERIOD**

Trustee Dives asked staff to check the bylaws for when board general meetings can be scheduled.

Trustee Dives asked what loan amount the NCID could borrow with the current bylaw for principal and interest amount we are accumulating each year.

Trustee Dives asked that staff to advertise for the removal of the Sheds at the Barnes Road reservoir site.

**11. ADJOURN AND MOVE IN-CAMERA**

**17.227** **MOVED** by Trustee Thomson **SECONDED** by Trustee Parfitt  
To adjourn the meeting at 8:30 PM.

**CARRIED**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Chairperson of the Board of Trustees**

\_\_\_\_\_  
**CAO to the Board of Trustees**